

# **MINUTES OF ANNUAL SOUTH CAROLINA PUBLIC SCHOOL FACILITIES COMMITTEE MEETING**

**3710 Landmark Drive, Suite 201  
Columbia, South Carolina**

**October 12, 2006**

**Committee Members Present were:** Alex James, Presiding Officer, AIA, (OSF); Eric Aichele, AIA; Howard Coogler, P.E., (OSF); Michael Criss, AICP; Wade Crow, P.E.; Steven Jenkins, P.E., OSF (proxy for Stan Gailey); Joey Goforth, AIA; Michael James, DOT (proxy for Brett Harrelson); Michael Jackson, (K-12 Administrator); Miles Jordan, P.E.; Robert Mitchell, AIA; Rick Ott, AGC; Michael Platt, (State Fire Marshal); Jeffrey Reynolds, AGC; Representative Robert E. “Bob” Walker; Jeff Holstein (proxy for William Wiseman, P.E.)

**Not Present:** Kitty Farnell, (Teacher); Jacqueline Myers, (Designee, South Carolina Senate); Dr. Frank Vail, (K-12 Administrator)

**Others present were:** Shelly Kelly, Greg Broadwater, Elizabeth Carpentier, Sandy Smith, Larry Thompson, Steve Scott, Stan Gailey, Architect, OSF

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**New Members:** Representative Robert E. Walker; Kitty Farnell, (Teacher); Dr. Frank Vail, (School District Superintendent); and Wade Crow, P.E.

## **OPENING**

Mr. James opened the fourth annual meeting of the SC Public School Facilities Committee meeting with a brief welcome. He welcomed new Chair of the House Education and Public Works Committee Representative Robert E. Walker, Sandy Smith, Division of School Enterprise Operations Deputy Superintendent Elizabeth Carpentier, and Legal Council Shelly Kelly. He welcomed Juliet Berry new staff member who is the contact person for the Office of School Facilities. Angelia Hawes of our staff is assisting. Alex informed Representative Walker of the subcommittee meeting process. Between March and June we look at proposed changes and then post from July through October for review. The agenda is posted in September. Our meeting is always in October and the cycle begins again. Juliet will manage that process. The minutes for this meeting will be posted within two weeks.

Mr. James recognized Stan Gailey who gave his proxy to Steve Jenkins. Stan will be an official member of the office of the State Engineers next week. We appreciate all he has done. The room joined in applause for his efforts.

#### RECOGNITION OF OUTGOING MEMBERS

Mr. James thanked Mr. Aichele for serving a four-year term on the committee and wished him well.

Three other members of the same select group (who served four-year terms) have agreed to accept another three-year term and those are Robert Mitchell, Michael Jackson, and Jeffrey Reynolds. They were thanked for their dedication.

#### DECLARATION OF QUORUM/AGENDA

Mr. James declared a quorum with 16 members present. There were no changes to the agenda.

#### APPROVAL OF MINUTES

A motion to approve the minutes of the October 13, 2005, was made by Mr. Jackson. Seconded by Mr. Reynolds. The Motion carried.

#### OLD BUSINESS

There was discussion on area requirements when Division 3 subcommittee met in the spring of 2006. We looked at our Guide in terms of area requirements and how we might better define those requirements.

Mr. James stated that we are actively communicating with Ms. Kitty Farnell, Dr. Frank Vail and Mr. Michael Jackson who are our K-12 administrators and who keep us on task.

Mr. James informed the committee that the Notice of General Public Interest (as shown on agenda) will be posted on our website in January 2007. If you have any comments notify us.

#### NEW BUSINESS

##### **Reports by subcommittees:**

## DIVISIONS 1-2

Mr. Goforth, Chair, Divisions 1-2, spoke on the changes(in color) within these divisions.

204.1 Roadway improvements requisite to access requirements and adequate to address any potential safety hazards are the responsibility of the school district. *The SCDOT shall be consulted for roadway improvements whenever stacking loops or access to a school is modified, or whenever a new school is planned, or an addition that increase the number of students is planned.* Access to a school site shall be as defined by the South Carolina Department of Transportation (DOT) Traffic Engineering Division, as part of the application process for an encroachment permit. *Guidelines for School Transportation Design (available on the OSF website)* published by the Traffic Engineer Division provides additional criteria.

204.2.1 Preliminary cost estimates for roadway improvements *are recommended* to be prepared by the district prior to the site acquisition *for inclusion* in the project budget. The site plan showing such improvements shall be submitted to and approved by DOT Traffic Engineering Division prior to bidding the project.

Discussion was held on stacking of vehicles. Ms. Carpentier suggested funding be sought through federal school grants. Information will be shared.

Mr. Goforth made a Motion to accept changes as noted in Divisions 1 and 2. Seconded by Mr. Ott. Motion carried.

## DIVISIONS 3-5

Mr. Aichele, Chair, Divisions 3-5, spoke on the changes (in color) within these divisions.

303.4.1 *The State Department of Education, through its School Library Media Services office, is available to review library media center plans for school districts. Contact Martha Alewine, Consultant for School Library Media Services (803) 734-6293 or [malewine@ed.sc.gov](mailto:malewine@ed.sc.gov) for information."*

304.2.2.2 *The State Department of Education, through its Office of School Food Services and Nutrition is available to review for comment school kitchen plans. Contact Gregg Ferguson, Education Associate (803) 734-3942 or [gferguson@ed.sc.gov](mailto:gferguson@ed.sc.gov) for information.*

304.3.4 *No projections are allowed in the minimum corridor width.* (This was amended to move to 304.7.2)

304.7.2 **Corridors:** Lockers shall not reduce the required minimum corridor *clear* width as set forth in Section 304.3. ~~Required minimum corridor clear widths of corridors shall be increased by two feet for corridors with lockers on one wall and four feet for corridors~~

~~with lockers on two opposite walls.~~ Required widths of corridors shall be increased by one foot for corridors with lockers on one wall and two feet for corridors with lockers on two opposite walls. No projections are allowed into minimum corridor width with lockers.

Discussion was held concerning the width of corridors with or without lockers.

Mr. Aichele made a Motion to accept 304.3.4 to be moved and included in 304.7.2. Seconded by Mr. Mitchell. Motion carried.

304.12.1.1 This space shall be located near an exterior loading/receiving area and be sized appropriately for school operational needs. Storage rooms greater than 100 square feet shall have one-hour rated walls in lieu of a smoke partition.

Mr. Jenkins made the Motion to approve 304.12.1.1. It was unanimously agreed the word “petition” should be “partition.” Motion carried.

304.12.2.4 This section number has been changed to 304.12.2.2 and now reflects the change as follows:

304.12.2.2 Provide the custodial closet with a proper fire extinguisher within five feet of the outside edge of the entry door to the space.

304.13.3.1 Toilet room doors and ceilings for reasons of security, doors may be omitted from student toilet rooms provided that all surrounding walls have a fire rating equal to that of the corridor. Sight lines into these spaces will need to provide privacy. Full sprinklered buildings will not require rated walls. Lay-in ceilings are not recommended for toilet areas.

**304.13.7.1 Teachers’ Toilets:** There shall be a minimum of two per floor. Floors with six or less classrooms may use unisex toilets.

Motion was made by Mr. Ott to remove the last sentence of 304.13.7.1. Seconded by Representative Walker. Motion carried.

Mr. James called for the Motion to accept changes as noted in Division 3. It was unanimously agreed. Motion carried.

Mr. James presented Section 801 Procurement to the committee. This information will be discussed further at the subcommittee meetings in the spring of 2007 and is presented as information only at this time.

## **DIVISIONS 6-9**

Mr. James spoke on the changes (in color) for Divisions 6-9.

605.1.3.1 Show all sides. ~~Fe~~be at a convenient and readable scale.

702.10.1 A permanent sign stating the maximum occupant content based on the capacity of the ~~exists~~ exits shall be conspicuously posted in all gymnasiums, auditoriums, cafeterias, theaters, or other like places of assembly within a school. Each sign shall read, "Occupancy by more than \_\_\_\_ persons is dangerous and unlawful, by order of the Building Official" with the appropriate occupant number filled in.

902.1 ~~Any change, addition or modification to plans previously approved by OSF shall be submitted to OSF and the relevant sections of the SC Department of Health and Environmental Control prior to execution of the change orders or change directive. No changes will be considered by OSF without the approval of the architects and engineers whose stamps appear on the drawings. All change orders shall have a code impact statement from the architect and/or engineer.~~ Any change, addition, or modification to plans previously approved by OSF, which affect adherence to codes, regulations, and/or statutes shall be submitted to OSF and the agency which has jurisdiction (DHEC, DOT, etc.) prior to execution of the change order or change directive. Changes will not be considered by OSF without the approval of the architects and engineers whose stamps appear on the drawings. All submitted change orders shall have a code impact statement from the architect and/or engineer.

Mr. Criss made a motion to add the phrase "local government" and keep the, etc. in the parenthetical phrases in those two relevant sections. A call for a Second was given, none supplied. No action was taken.

903.1 Except for inspections required herein and provided by OSF, it will be the responsibility of the owner to contract for all code required inspection services. These required inspections shall be carried out by an ~~agency~~ inspector approved by OSF. The ~~OSF approved inspector entity~~ shall be responsible for approved construction document compliance, ~~only~~, but shall advise the contractor of any obvious code related deficiencies as well. All code interpretations and code enforcement requirements ~~compliance~~ shall be determined by OSF. Copies of ~~these~~ inspection reports shall be provided to the owner's representative, and the design professional, ~~and OSF~~ within five (5) business days of each inspection. Reports shall be made available to OSF on request.

Discussion was held concerning special inspection procedures and who keeps the records of inspections. The words "and/or" were changed to "and" which would include all people needing to keep copies of the inspection reports.

Representative Walker made a Motion to approve Section 903. Seconded by Mr. Aichele. Motion carried.

905.2.1 ~~Fully executed copy of all change orders shall be forwarded to OSF.~~ All change orders which affect adherence to codes, regulations, and/or statutes shall be forwarded by the design professional to OSF and the agency which has jurisdiction (DHEC, DOT, etc.). If OSF determines that the change order submittal does not properly adhere to

codes, regulations, and/or statutes, the design professional shall be notified. The corrected change order shall then be resubmitted to OSF.

~~905.2.2 If prior approval was not requested by the design professional, OSF upon receipt of the executed change order will then review for adherence to regulations, codes, and statutes. If exceptions are taken, the design professional will be notified and shall then take appropriate action.~~

Mr. James made the Motion to accept the changes in Divisions 6-9. It was unanimously agreed. The Motion carried.

## **DIVISIONS 10-12**

Mr. Jordan, Chair, Divisions 10-12, spoke on changes proposed (in color).

1006.4.1 Under floor soil, waste, and vent piping shall be PVC or service weight cast-iron bell and spigot pipe with caulked or compression gasket joints. ~~unless “ph” of soil dictates other materials or protection of cast iron to eliminate deterioration due to soil conditions. If such soil conditions exist, special attention should be given to the adequacy of the proposed alternate system for underground and under slab installations.~~

1108.1 The Engineer of Record shall prepare the “Fire Sprinkler Specification Sheet” outlining the design criteria for the sprinkler system in accordance with South Carolina State Law and requirements of LLR, Division of Fire and Life Safety, Office of the State Fire Marshal. This is required for both above ground and underground fire lines.

1108.7.6 Oversized, metallic escutcheons for sprinkler heads shall be provided in seismic suspended ceilings as required by the IBC. A flexible connection to the sprinkler head is an acceptable alternative.

1108.7.7 The fire sprinkler system seismic restraint system shall be designed with a minimum importance factor of 1.5 as designated by the structural design chapter of the IBC. See also the requirements of NFPA 13.

1109.1 Kitchen ventilation shall be designed and installed in accordance with the DHEC requirements. *Rules and Regulations Governing Food Service Establishments and Installation Methods for Food Service Equipment* and NFPA 96. Proper make up air for range hoods is essential to proper operation of the entire school ventilation system. Each hood shall provide sufficient make up air without using air from the educational areas of the school. Calculations indicating the exhaust capacity of hoods and the capacity of make-up air sources shall be provided at final construction document submission.

Mr. Ott made a Motion to accept the changes on 1109.1. Seconded by Mr. Coogler. Motion carried.

1109.5 All “short circuit” type hoods are prohibited unless tested and listed in accordance with UL 710.

1109.6 All kitchen hood systems may be subject to a capture and containment test during the final or occupancy inspection as allowed for in IMC 507.16.1.

1203.2.1 All power wiring shall be in metallic ~~or non-metallic~~ conduit, busways or cablebus unless otherwise allowed by this Guide. Non-metallic conduit may be used below grade.

Discussion was held concerning 1203.2.1 and it was unanimous to refer it back to the subcommittee for review.

1203.3.1 An existing building is defined as one constructed prior to adoption of the IBC 2000.

1207.2.17 Sprinkler riser and fire pump rooms.

1208.5.7 Audible alarm devices shall be provided and shall produce a sound level that is 15dBA above ambient noise levels or levels that are 5dBA above the maximum sound level for 60-second duration, with a maximum level of 120dBA, in accordance with ADA. Voice alarm communication systems shall be provided in assembly spaces with occupancy over 1000.

1208.5.16 Delay of the ~~transition~~ transmission of the primary power failure signal in accordance with NFPA 72 is acceptable, however, loss of primary power must be indicated at the FACP and any remote annunciator panels immediately upon loss of primary power.

1209.2.1 Where it is desired to have fire doors remain open due to continual use, such as doors in stairwells, horizontal exits, building area separations, and smoke doors in corridors, it is ~~recommended~~ required that they be held open with wall-mounted magnetic releases in combination with ceiling-mounted smoke-detectors; upon activation, smoke detector sensing particles of combustion shall release magnetic door holders and doors shall close. Manual release of doors from holding device shall allow self-closing with no effect upon holding device or fire alarm. When smoke-actuated door closers are used, a smoke detector shall be placed on both sides of the door.

## Section 1211 Communication System

There was a discussion concerning having an alternative communication source when there is no power in the school district.

Mr. James recommended this item should go back to the subcommittee.

1212.5 ETV must inspect and approve the ETV systems before occupancy.

Mr. James called for a Motion to accept changes in Divisions 10-12 as amended. Unanimous approval was given. Motion carried.

**OTHER ISSUES**

Mr. Coogler had concerns about Section 1108.5 from the October 13, 2005, minutes of the South Carolina Public School Facilities Committee Meeting. Discussion continued concerning NFPA 13. A joint memorandum between State Fire Marshal's Office and the Office of School Facilities will be composed within the next 30 days. A date will be set for further review.

Mr. James stated we need to address the issue of area requirements for Vocational Education.

Mr. Ott recommended that Mrs. Tenenbaum and Mr. Townsend be commended for organizing this committee to make schools more safe. Mr. James stated he would take this on as a personal task.

Approval of 2007 Guide with the Amendments for the *South Carolina School Facilities Planning and Construction Guide*. It was unanimously agreed and the motion carried.

**REMINDER:**

Mr. James stated that the next Public School Facilities Committee meeting will be held on Thursday, October 11, 2007, at 10:00 A.M.

**ADJOURNMENT**

Mr. Mitchell made the Motion to adjourn. Seconded by Mr. Jordan. Motion carried. Meeting adjourned at 11:35 A.M.